

DEPARTMENT OF HUMAN SERVICES
DIVISION OF JUVENILE JUSTICE SERVICES
POLICY AND PROCEDURES

Policy No: 03-07	Effective Date: 07/05	Revision Date: 05/30/13
Subject: Highway Clean-up		

I. Policy Statement

Division staff shall follow appropriate safety procedures while supervising juveniles in Division custody who participate in the clean up of state highways as part of the Department of Transportation's Adopt-a-Highway program.

II. Rationale

In most areas of the state, there is ample opportunity for juveniles in Division custody to perform restitution and community service through other types of activities which are generally preferable to participating on work crews cleaning roadways. When road clean up activities are determined to be appropriate, it is essential that reasonable measures be taken to assure the security and safety of the participating juveniles.

III. Procedures

- A. Approval to participate in the Department of Transportation's Adopt-a-Highway program by juveniles from any Division program or facility must be requested through the Division Executive Management Team (EMT).
- B. The EMT shall evaluate each request to participate in the Adopt-a-Highway program and consider time of day, volume of traffic, other security-and safety-related circumstances, and other restitution opportunities before granting approval for participation.
- C. Division staff and juveniles participating in an approved highway clean up project shall wear safety vests and follow all of the Adopt-a-Highway safety rules.
- D. There shall be a minimum of two Division staff with each work crew, while on a highway. One staff worker shall observe the work crew at all times ensuring that the juveniles do not place themselves in a dangerous situation.


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IV. Continuous Renewal


This policy shall be reviewed every three (3) years to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change.

This policy has been reviewed by the Board of Juvenile Justice Services and is approved upon the signature of the Director.



Russell K. Van Vleet, Chair
Board of Juvenile Justice Services

5/30/2013
Signature Date



Susan V. Burke, Director
Division of Juvenile Justice Services

5/30/2013
Signature Date